



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Minutes - Draft Transportation Master Plan Steering Committee

Wednesday, November 19, 2025

1:30 PM

MacKenzie Hall - 800 Dunlop Road

AS OF 11/18/25 SUPPLEMENT 1:UPDATED INFORMATION ON NEW BUSINESS ITEM 6(a)

1. Call To Order

The meeting convened at 1:37 P.M.

2. Pledge of Allegiance

Chair Millar led the Pledge of Allegiance.

3. Roll Call

Deputy Planning Director Craig Chandler provided a clarification on the expectations of the committee and from the committee members. Mr. Chandler spoke to the consultants and the involvement of the consultants. A brief mention of the Transportation Master Plan Steering Committee meeting quarterly as discussed at the last meeting.

Discussion ensued community involvement, ample timing for the committee to review topics, and input from stakeholders and residents.

Mr. Chandler spoke to changes to the agenda.

-PowerPoint Presentation

-Item 7, next meeting date. The next meeting date is not on December 17th. The next meeting will be held on January 21st.

Committee Member Steiner moved, seconded by Vice Chair Russo to excuse Committee Members Stewart and DePaolis. The motion carried.

Absent: 2 - Committeemember Matt DePaolis and Committeemember Evelyn Stewart

4. Consent Agenda

Vice Chair Russo moved, seconded by Committee Member Steiner to adopt the October 15, 2025, meeting minutes. The motion carried.

a. Adoption of Minutes

5. Old Business

a. Sanibel Plan, Transportation Element Discussion

Deputy Planning Director Craig Chandler spoke to how the consultants receive their information from the Steering Committees. January 21st the Sanibel Plan Update Steering Committee will be discussing Transportation. Mr. Chandler informed the committee that the Sanibel Plan Update Steering Committee will hold a public workshop on February 18, 2026.

The committee inquired about the public workshop and clarification if the Transportation Master Plan Steering Committee would be participating as the public and not a committee member.

The committee inquired regarding the process on how to relay public comment, could it be passed through the at large citizen. Mr. Chandler responded that speaking in person would be the best way to relay their comments.

The committee inquired on clarification of Sunshine Laws involving this committee and the Sanibel Plan Update Steering Committee involvement.

6. New Business

a. Presentation of Public Involvement Plan

Deputy Planning Director Craig Chandler introduced the project manager Ned Baier from Volkert.

Mr. Baier introduced his team that was present via teams as well at their subcontractors from Kittelson and Associates. Mr. Baier thanked the committee for their participation in the October 15, 2025, meeting.

The Volkert consultants provided a PowerPoint Presentation pertaining to the Public Information Plan.

- Review Project Goals
- Public Involvement

Discussion ensued regarding a discussion that was held from the last committee meeting, pertaining to the involvement of focus groups. Mr. Baier spoke to 12 different focus groups that will be invited to the Transportation Master Plan Steering Committee, four individual one on one interviews for stakeholder will be held and a public workshop for public input.

The committee spoke to concerns that are currently in the Sanibel Plan and gaps in the plan from the lack of input from mentioned stakeholders from previous discussions. (Ex: Homeowner Associations.)

Discussion ensued regarding the difference between the element plan update and comprehensive plan and extensive data analysis.

Deputy Planning Director Craig Chandler asked for clarification from the consultants if the interviews should be an agenda item or separate from the Committee meeting.

Two meetings to Planning Commission and two meetings to City Council for the presentation of the consultant's final plan.

Discussion ensued regarding the report the Volkert group provided.

Discussion ensued regarding potential projects.

- Traffic hues and signals not recommended for Sanibel.
- To make suitable solutions may not be solutions that were explored 15 to 20 years ago.

Mr. Baier spoke to the consultant's timeline between now and the committee's next meeting. Mr. Baier requested the Committee email either himself or Craig Chandler or stakeholders that should be interviewed as well as putting the word out to the community.

7. Next Meeting Date

- a.** December 17, 2025

8. Public Comment

No public comment at this time.

9. Adjournment

With there being no further business, the meeting adjourned at 2:48 P.M.